

**Gallatin 4-H Unlimited Leaders Council**  
**March 11, 2008**  
**MacKenzie River Pizza, Belgrade, MT**

**CALL TO ORDER:** 6:40pm by Vice President, Brenda Townsend.

**ROLL CALL:** Introduction from the new 4-H Agent Faith Poet. Introductions from Council members present were Kelley Phipps, Brenda Townsend, Laura Lee Harvey, Leia Miller, Betsy Heckel, Ginny Francis, and Scott Francis. Guests present were Sonja Berg and Cyndi Suhr.

**SECRETARY'S REPORTS:** Brenda moved, seconded by Ginny, to approve the minutes as written. Motion carried.

**CORRESPONDENCE:** A thank you note to the 4-H Foundation was received from Hannah Kuchinsky thanking the Foundation for funding the quilting project grant for new quilting books.

**TREASURER'S REPORT:** Ginny moved, seconded by Scott, to approve the Treasurer's Report as written. Motion carried.

**GUEST PRESENTATIONS:** None

**PUBLIC COMMENT:** None

**COMMITTEE AND LEADER REPORTS:**

- Bar J Wranglers: \$4,376.75 was profit from last year (2007) concert. This year (2008), as of now, there is a balance of \$10371.81, there are some bills left to pay. Scott requested to see a financial sheet. Scott reported that the Willson is reserved for January 10, 2009. This is all squared away with the Bar J Wranglers. There will be reserved seats for the first 400 seats. Reserved seats would be \$20.00 and general admission would be \$15.00.
- Strategic Planning/Fair Planning: Strategic notes will be reviewed. Need to come up with the fresh ideas for 4-H. Ginny and Laura Lee met at the Strategic Planning meeting and completed the Fair Planning Survey. The survey covered the need to change fair displays. One issue is judging. Some of the judges left early and the projects were not judged. Another issue is with the Foods project. Some of the food entries were being judged at the same time entries were still coming in. One of the committee members will gather the surveys to get ideas and input from other leaders.

**OLD BUSINESS:**

- Fair Ribbon Sponsorships: \$1000 has been donated by NorthWestern Energy for Fair ribbon sponsorship. We will put their logo in the 4-H pages of the Fairbook and displays at Fair and the newsletter.
- Road Signs: No update.
- Summer Camp Planning/Deficit from 2007/Camp Cook Fee/Camp Coordinator: Faith went back to 2000 to see where money has been spent. Camp lost money from years past. Discussions of how to reduce expenses to include camp fees, T-shirts, cook fees, rentals for activities. Also discussed issues of helpers at camp to include chaperones and more family involvement. The Council will take recommendations from the Junior Leaders about cutting costs for shirts, food, cook fees, camp fees.
- Demo Day April 8<sup>th</sup> & 10<sup>th</sup>: Prizes for demo day include coupons for Pizza Hut, Bozeman Bowl, Subway. Discussed Pickle Barrel donation and whether to have sandwiches the evening of the Senior presentations or coupons. Ginny reported she is lining up the judges. All are encouraged to come and watch the presentations.
- Tax ID Numbers and Financial Reporting Requirements Changing: The tax laws for Non-Profit Organizations have changed. The reason for each club to get a Tax ID Number is so that they can use the 4-H name. Any 501(c)(3) organization needs to do this. Any 4-H club or project that has any funds in accounts not being handled by the 4-H Unlimited Leaders Council must have a Tax ID Number (TIN). This also applies to clubs or project handling part of their funds, and the Council handling the remaining funds. There will be postcards coming with the website for submitting to the IRS. Clubs and projects are encouraged to document funds raised for the 4-H year.

- Shooting Sports – Belgrade: The money in the side account has not been used since 2006. Scott made a motion to cancel the side account and transfer the funds to the Shooting Sports side account. Seconded by Brenda, motion passed.

#### **NEW BUSINESS:**

- Youth Workshop-7 Habits of Highly Effective Teens on March 29: Faith presented a flyer with this workshop information.
- Council Newsletter Information/Postage Costs: Kelley questioned the postage costs for the monthly newsletter. Cyndi explained in order to utilize the bulk mail, 200 newsletters need to be mailed. The March newsletter exceeded 1 ounce in weight and would have cost .58 each to mail. Many families receive the newsletter through e-mail. In order to save postage costs, some leaders received both an e-mail copy and a paper copy of the newsletter so that we could bulk mail the newsletter.
- New Quicken Program: The bookkeeper and the 4-H office would like to purchase an updated version of Quicken, Home & Business version. This would allow better tracking of the side accounts. Brenda moved to purchase with funds taken from license side account, Ginny seconded, motion passed.
- Coupon Cards Discounted: Discussion regarding selling the cards at a discounted price. Brenda moved to sell the cards for \$10, clubs would get \$3 with the rest going to the council and 6 cards must be sold to be eligible for a free T-shirt. Ginny seconded. Motion carried.
- Executive Board Duties: Reviewed Executive Board duties. Secretary can turn in handwritten notes to the office. Questions regarding the Treasurer's duties, Faith will check on rules for Treasurer. If anything needs to change, the Unlimited Leaders Council policies will need to be updated. We do not have any standing committees.
- Executive Board Members & Bookkeeper on Checking Account: Covered in Executive Board duties.
- Food Project Grant: Brenda moved and seconded by Chris to table the food grant until receipts are turned in from last year.
- Unlimited Leaders Council Next Meeting: Brenda moved and Ginny seconded to move the next Leaders Council meeting to Tuesday, April 8<sup>th</sup> at the Belgrade Middle School at 7:00 p.m. Motion passed.

#### **ANNOUNCEMENTS:**

- April 04-06, 2008 ~ Rec Lab in Billings, MT
- April 8, 2008 ~ Unlimited Leaders Council Meeting, Belgrade Middle School at 7:00 pm
- June 02, 2008 ~ Deadline for the Gallatin County 4-H Summer Camp Entries
- June 09, 2008 ~ Late Fee Deadline for the Gallatin County 4-H Summer Camp
- June 15-20, 2008 ~ Gallatin County 4-H Summer Camp
- June 23-27, 2008 ~ MSU Youth Horsemanship School
- June 30, 2008 ~ Deadline for Fair Entries
- July 07, 2008 ~ Late Fee Deadline for Fair Entries **\*\*\*ENTRIES WILL NOT BE ACCEPTED AFTER JULY 07, 2008\*\*\***
- July 16-20, 2008 ~ Gallatin County Fair
- September 28, 2008 ~ State Leaders Forum in Great Falls, MT

**ADJOURNED:** Adjourned at 9:25 pm by President, Kelley Phipps.

Secretary: Leia Miller